

S E C R E T

READ & DESTROY

27 September 1984

MEMORANDUM FOR: Deputy Director for Administration

FROM: Daniel C. King
Director of LogisticsSUBJECT: Report of Significant Logistics Activities
for Period Ending 27 September 1984 25X11. Progress Report on Tasks Assigned by the DCI/DDCI :No tasks assigned during this reporting period. 25X12. Events of Major Interest That Have Occurred During the
Preceding Week:a. New Building Project:

(1) The 1300-space temporary parking lot is nearing completion and is scheduled to be turned over to the Agency for employee use on 1 October. The lot will be accessible from the George Washington Parkway entrance and the north ring road immediately, and from the old ballpark road off Turkey Run in about 10 days.

(2) The fit-up effort for office layouts designed in the New Building is due to begin during October. The present plan is to design for the Office of Logistics, Office of Finance, and Office of Information Services first. The effort for these three offices should be completed by the end of November. 25X1

b. DCI Portrait Restoration - The portraits of former DCIs, Smith and Helms, were delivered to Rosamond Westmoreland, conservator, on 21 September 1984. 25X1

c. Northside Utility Line Project:

(1) The remaining construction tie-in work in the new Northside chilled-water lines was completed by the contractor the week of 17 September 1984. In order to

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Approved For Release 2009/06/15 : CIA-RDP87-00352R000100210002-3

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prevent an adverse thermal shock to the Headquarters chilled-water system, one-inch isolation valve bypass lines on the new lines were opened and water circulated through the new lines over the weekend of 22-23 September 1984.

(2) The Northside chilled-water lines were activated and operated in parallel with the existing Southside lines on 24 September 1984. The existing Southside chilled-water lines are scheduled to be deactivated on 25 September 1984, placing the Headquarters Building entirely on the Northside lines.

(3) The new Northside chilled-water lines are scheduled to be operational for a 30-day trial period before the New Building Project Office, Office of Logistics (OL), allows the New Building contractor to remove the existing Southside chilled-water lines. []

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d. Allied Eastern States Maintenance Corporation (Allied): Effective 24 September 1984, Allied has taken over custodial responsibility of all offices on the 7th floor. Due to the occupants of these areas, the following schedule applies:

(1) Vaulted areas are cleaned in the afternoon.

(2) Certain other nonvaulted areas are cleaned after 1700 hours.

(3) The offices of the DCI, DDCI, DDI, DDA, and DDO are done after 2000 hours.

(4) As part of a general housecleaning, and to finalize our relationship with GSA, over 500 open work orders have been closed out. []

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e. Office of Soviet Analysis (SOVA), DO, Move to Headquarters Building - On 19 September 1984, the first phase of the SOVA move from [] was completed. Over 3,400 boxes of classified material and 195 positions were moved. Movers worked Friday evening and Saturday, moving ten truckloads of classified material and 39 truckloads of furniture. []

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g. Parking Control for the Ames, Key, and Chamber of Commerce Buildings - On 24 September 1984, representatives from Domestic Security; Headquarters Operations, Maintenance, and Engineering Division (HOME), OL; and Real Estate and Construction Division, OL, met to discuss the construction status and details of the lease for the parking access controls at these buildings. HOME will work with the Office of Data Processing to develop a program for the input of employees' license numbers to provide verification by the on-site guard of authorized vehicles at these buildings. []

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i. Briefing of the Office of Management and Budget (OMB) Examiner to CIA - On 20 September 1984, representatives from the Office of Logistics and the Office of General Counsel joined Chief, Special Activities Group, International Activities Division, DO, and members of the Comptroller's staff in briefing the OMB Examiner to CIA on

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[] The briefing went well and
the OMB Examiner appeared satisfied with the results. []

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